


TOWN OF NEWTOWN, CONNECTICUT


INVITATION TO BID

Sealed bids will be received at the office of the Financial Director, 3 Primrose Street, Newtown, Connecticut 06470, until but no later than 11:00 am, Monday, February 13, 2012:

Cover:           REMOVAL OF BRANCHES-JEREMIAH ROAD

The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown. The Town of Newtown is an Affirmative Action Employer-MBE/WBE are encouraged to bid.

  
\_\_\_\_\_  
E. Patricia Llodra  
First Selectman

  
\_\_\_\_\_  
Robert G. Tait  
Financial Director

PURCHASING AUTHORITY

**TOWN OF NEWTOWN PURCHASING AUTHORITY**  
**INSTRUCTIONS TO BIDDERS**

1. Submit bids in a sealed envelope plainly marked to identify the particular bid. It is the sole responsibility of the bidder to see that the bid is in the hands of the proper authority prior to the bid opening time.
2. Withdrawals of, or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Purchasing Authority of the Town of Newtown reserves the right to accept or reject any or all options, bids, or proposals; to waive any technicality in any bid, or part thereof, and to accept any bid deemed to be in the best interest of the Town of Newtown, Connecticut.
4. Bidders may be present at the opening of the bids.
5. Bids may be held by the Town of Newtown for a period not to exceed thirty (30) days from the opening of the bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Bids must be submitted on the Sealed Bid Request form enclosed at the end of this packet. All items must be filled in (unit cost, trade-in for each unit, etc.). Failure to comply with this requirement will automatically void the bid.
7. Trade-ins, when indicated, will be listed on the Sealed Bid Request form. The Town of Newtown reserves the right to trade all, some or none of the vehicles listed as deemed in the best interest of the Town. Bidders may submit a bid on the new vehicles with or without trade-ins or may submit bids on the trade-ins only, either individually or by lot. Trade-ins must be detailed individually as indicated on the Sealed Bid Request form. Trade-ins may be used in determining the lowest responsible bid.
8. Prior to awarding any contract exceeding \$25,000.00 for the construction, alteration, or repair for any public building or public work, a labor or materialmen's bond must be furnished by the person to whom the contract is awarded.
9. The Town may consider proximity of the vendor's service as a factor in determining lowest price and reserves the right to award in whole or part to one or more vendors.
10. The Town agrees to pay for all equipment within thirty (30) working days after the equipment has been accepted and claim (invoice) presented.
11. Bid Security when required must be by a **certified check or letter of credit** for five percent (5%) of the total bid, payable to the Town of Newtown.
12. Performance Bond when required must be by a **certified check or letter of credit or performance bond** for one hundred percent (100%) of the total bid. Surety companies and banks must be satisfactory to the Town of Newtown.
13. The successful bidder will be required to post a Certificate of Insurance, with the Town of Newtown named as additional insured, in an amount to be determined by the Town of Newtown.

## **PROPOSAL** – Removal of Hanging Branches – “Hangers”

The Town of Newtown is seeking bids for the removal of hangers at locations over the traveled portion of Town Roads, and all locations within 15 feet of the edge of the travelled way . The Contractor shall supply all equipment, labor and tools required to complete the work. The bid price shall include the following items:

- 1) Removal of all ” hangers” at all locations designated by the Town. (See attached for locations)
- 2) Removal of all debris from site. The work area shall be left clean. All debris shall be delivered to the Town of Newtown Transfer Station or a location approved by the Town. The contractor shall supply the Town with a daily log showing the number of loads, load quantity in cubic yards, load type, bulk brush or chips and place of disposition.
- 3) Maintenance and Protection of Traffic. The contractor shall supply all signage and certified flag persons.
- 4) Hours of Work – hours of work shall be from 7:00AM to 3:30 PM, Monday through Friday. No work shall be shall be performed on weekends or official Town holidays. Any exception shall be approved by the Town in writing.
- 5) Project Duration- The Contractor is required to work continuously on the project until its completion. Any interruption in the work schedule must be approved by the Town. All work must be complete by the date specified. Any extension will be granted at the Town’s discretion.

Project Name – **Removal of Hanging Branches**

**Jeremiah Road**

Working Days to Complete – **10**

Project Start – Within 5 working days of receipt of award letter.

**LOCATION - Bid for Removal of Hanging Branches**

**AREA 5      35 Locations**

<u>Jeremiah Road</u>			<u>Price</u>
#10	2 hangers, separate trees		
#12	3 hangers		
#14			CL&P
Pole 3109	across from, 1 tree w/3 hangers		
	1 tree w/3 hangers		
	1 tree w/1 hanger		
Pole 3587	1 tree w/2 hangers		CL&P
Pole 3588	1 tree w/2 hangers		
#15	across from		
#20			
Pole 4062	1 tree w/5 hangers		
Pole 5529	across from, 1 tree w/2 hangers		
Pole 5531	across from, 1 tree w/2 hangers		
Pole 5533	2 hangers, separate trees		

Company Name\_\_\_\_\_

1/3

**LOCATION** – Bid for Removal of Hanging Branches

**AREA 5 (cont.)**

<u>Jeremiah Road</u>			<u>Price</u>
#28	across from		
#28			CL&P
#30			
#23	1 tree w/5 hangers		
Pole 3377	1 tree w/4 hangers		
Pole 3378	1 tree w/ 3 hangers		
Fox Hollow Rd. across from, 1 tree w/1 hanger			
1 tree w/2 hangers			
1 tree w/1 hanger			
1 tree w/1 hanger			
1 tree w/1 hanger			
Intersection of Fox Hollow Rd.			
Twin Tree w/ 4 hangers			
#27	across from, 1 tree w/3 hangers		
#40	1 tree w/4 hangers		

Company Name\_\_\_\_\_

3/3

**LOCATION – Bid for Removal of Hanging Branches**

**AREA 5 (cont.)**

<u>Jeremiah Road</u>			<u>Price</u>
#33	Across from		
#35			
Pole 1523	Across from		
Pole 1523	tree w/1 hanger		
	tree w/1 hanger		
#42	tree w/4 hangers		
Intersection of Cobblers Mill Rd.			
	tree w/3 hangers		
pole 5467			
#50	across from, tree w/2 hangers		
#52	tree w/2 hangers		
#56	across from		
#47	tree w/2 hangers	Cl&P	
#66	tree w/ 3 hangers		
#68			

Company Name \_\_\_\_\_

**TOWN OF NEWTOWN**  
**SEALED BID REQUEST**

**BID OPENING DATE: Monday, February 12, 2012**

**TIME:** 11:00 am

**LOCATION:** Finance Dept., Municipal Center, **3 Primrose Street**, Newtown, CT 06470

**BID TITLE: REMOVAL OF BRANCHES-JEREMIAH ROAD**

**SECURITY REQUIRED: NONE**

**DATED IN NEWTOWN:** January 30, 2012

**PLEASE NOTE: ONE (1) ORIGINAL and ONE (1) COPY OF SEALED BID MUST BE SUBMITTED.**

Is your company a MBE/WBE business:

(YES)

(NO)

**NOTE: Include breakdown sheets with prices for each hanger with this page.**

**TOTAL BID:**        \$ \_\_\_\_\_

## COMPANY

**SIGNATURE**

## ADDRESS

**SIGNED BY (Print or Type)**

## ADDRESS 2

# TITLE

### ADDRESS 3

**FAX NO.**

TELEPHONE NO. \_\_\_\_\_

DATE \_\_\_\_\_

TAX ID NUMBER

**E-MAIL (OPTIONAL)**